



HAWK MOUNTAIN RANGER SCHOOL
DISTANCE LEARNING SECTION
CIVIL AIR PATROL
United States Air Force Auxiliary



CF1: Course Outline

TO: Hawk Mountain Ranger Staff Cadet Training, Distance Learning Section Applicants
FROM: Hawk Mountain Ranger Staff, Training Section

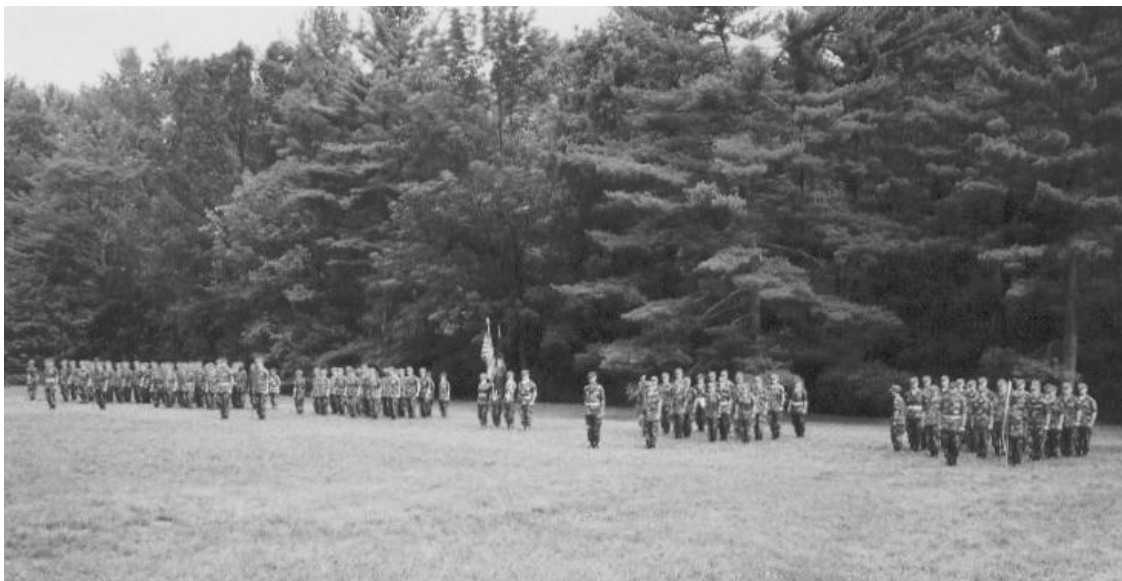
I. The Next Step

Thank you for your interest in taking the next step in your development as a Ranger. By applying to the Hawk Mountain Ranger Staff Cadet Training Cycle you are indicating that you have attended at least one Ranger school and proudly wear an "LL" patch on your right sleeve. More importantly, you are indicating that you feel ready to take the next step: the leadership and education of others with the goal of saving lives, aiding the injured, and protecting property.

II. A New Opportunity

For decades Pennsylvania Wing graduates of Hawk Mountain have returned during the months of March through June to endure eight weekends of intense training to become members of Hawk Mountain Ranger Staff. Hawk Mountain understands that as a national cadet special activity we must serve our graduates on a national level. For the first time Hawk Mountain Ranger School graduates from any unit in any wing are invited to participate in Hawk Mountain Ranger Staff Cadet Training, Distance Learning Section.

Completion of this training results in a position as a team commander of a Ranger squadron during the 2004 Hawk Mountain Ranger School. Trainees who complete this training will also receive a gray scarf and (depending on performance during the Ranger School) award of a yellow scarf signifying Ranger Staff in Training. This is the same goal of every Ranger Staff Candidate who attends the eight Staff Training weekends at Hawk Mountain.



III. Expectations and Requirements

Hawk Mountain Ranger Staff Cadets are held to the highest levels of integrity, honor, dedication, and loyalty. Those wishing to serve on Hawk Mountain Ranger Staff must be fully committed to the safety and training of themselves and those placed in their charge. Hawk Mountain maintains a zero tolerance policy for violation of any rules and/or regulations of the Civil Air Patrol and the Hawk Mountain Ranger program.

A Hawk Mountain Ranger Staff Cadet is expected to place students before self. He or she is expected to do anything and everything to better the program and the training, especially when this means improving the staff cadet; the Staff Cadet's goal is perfection. Members of Ranger Staff are expected to lead by example, teach with dedication, and demonstrate the highest degree of professionalism for the betterment of Hawk Mountain's students.

Enrollment Requirements:

To participate in the 2004 Hawk Mountain Staff Cadet Training Cycle, Distance Learning Section an applicant is expected to meet the following requirements:

1. Completion of a Basic or Advanced Hawk Mountain Summer Ranger School.
2. Completion of a Basic Encampment prior to entering the training program.
3. Achievement of the CAP grade of Senior Airman.
4. No physical limitations (Physical Category 1).
5. Willingness and ability to travel to Hawk Mountain for at least one staff training weekend for the purposes of evaluation and testing. This attendance must take place during weekends 3-6 of the 2004 Hawk Mountain Staff Cadet Training Cycle.

Graduation Requirements:

1. Advancement of at least one grade during the Training Program, with the exception of cadets that are already a C/LTC.
2. Completion of all homework, tests and assignments with no help from an outside source. Any breach of integrity will make you ineligible for completion of the course.
3. Attendance of at least one staff training weekend at Hawk Mountain for the purposes of evaluation and testing. This attendance must take place during weekends 3-6 of the 2004 Hawk Mountain Staff Cadet Training Cycle. During this weekend the following requirements must be met:
 - a. Completion of a physical fitness test including a dry Obstacle Course.
 - b. Satisfactory uniform and gear inspection.
 - c. Completion of an abbreviated survival hike.
 - d. Satisfactory score on the Ranger Written Exam.
4. Completion of the Ranger 2nd Class with 8 out of 10 practical skills of the Ranger 1st Class.
5. Completion of all evaluations with above satisfactory performance.
6. Demonstration of the leadership skills necessary to be an effective Team Commander at the 2004 Hawk Mountain Summer Ranger School.

Graduation Options

Four possible outcomes await a Trainee upon completion of the Distance Learning Section:

- 1: Graduation and award of a yellow scarf at the Hawk Mountain Ranger School.
- 2: Graduation and award of a gray scarf at the Hawk Mountain Ranger School.
- 3: Postponement of graduation, reevaluation in the days prior to the Hawk Mountain Ranger School.
- 4: Failure. This will only occur if a Trainee fails to fulfill the requirements; Trainees are welcome to attend the Hawk Mountain Ranger School as a student.

The Trainee's graduation / failure is determined by the Training Section.

IV. The Process

		Task	Due Date
STEP 1	APPLICATION	Complete and submit Trainee Application Package	08 DEC 03
STEP 2	TRAINING	Receive, complete, and return Student Packages	JAN-MAR 04
STEP 3	EVALUATION	Attend <u>one</u> Staff Training weekend at Hawk Mountain	APR-MAY 04
STEP 4	COMPLETION	Serve at the 2004 Hawk Mountain Ranger School as part of Ranger Staff	JUL 04

After completing the Trainee Application Package (described in section VI) the Hawk Mountain Ranger Staff Training Section evaluates each application to be sure that the applicant has completed all necessary training and has all necessary certifications. When an applicant is approved he or she becomes a Trainee and receives the first of several Student Packages containing training materiel and evaluations (described in Section V). After completing several evaluations every Trainee must attend at least one weekend at Hawk Mountain during the regular Hawk Mountain Ranger Staff Cadet Training Cycle. For staff training dates, please visit <http://pawg.cap.gov/hawk>

During this Staff Training weekend Trainees will endure physical fitness testing, many hours of hiking, thorough navigation testing, and Ranger skills testing. Each Trainee will also be expected to complete a shortened version of the survival hike in which a Trainee is partnered with another Trainee or a Ranger Staff Cadet for overnight navigation exercises. Every Ranger Staff Cadet completes this exercise before being allowed to graduate.

V. Training

As a student at Hawk Mountain you have learned many of the skills necessary to be a member of a ground search and rescue team; much of the Hawk Mountain Staff Cadet's training focuses on the mastering of these skills so that a Staff Cadet can teach his or her students. Trainees of the Distance Learning Section will receive all training materials necessary to review and study the skills. Student packages will be sent to each Trainee complete with these training materials, quizzes, and evaluations so that the Hawk Mountain Ranger Staff can evaluate each Trainee's progression. Each Trainee will acquire a CAP senior member in their home unit to aid in their training and evaluation; this senior member is called the Sponsor and will assist the Trainee with tutoring, counseling, transportation, etc.



VI. How to Begin: The Trainee Application Package

To begin your training there is much paperwork that must be completed. This is compiled as the Trainee Application Package, a collection of documents that must be completed by you, your sponsor, and your unit commander. This package should be as organized as possible; this is how you will make your first impression as a Trainee. Once all documentation is completed and the package is organized, send your Trainee Application Package to:

**Shawn Cressman
1287 Spring Valley Rd
Bethlehem, Pa. 18015
(610) 838-0287**

THE TRAINEE APPLICATION PACKAGE MUST BE SENT NO LATER THAN 08 DEC 03

Download the Trainee Application Package from <http://pawg.cap.gov/hawk>

The trainee should duplicate all paperwork for personal records. Duplicates of records may be distributed to trainee's 201 file at home unit. The Trainee Application Package should include the following items:

TF = Trainee Form

- TF1: Trainee Letter of Agreement
 - Completion of this form indicates Trainee's agreement to undertake whatever is necessary to become a Ranger Staff Cadet.
- TF2: Participation Letter from trainee's unit commander
 - Must be signed and dated by unit commander; unit commander will be contacted to verify
- TF3: Sponsor Letter of Agreement
 - The Trainee's sponsor must be a senior member who will take responsibility for the integrity of the Trainee's testing and certification process. While the Sponsor will help to coordinate training and testing for the Trainee, the Trainee alone is responsible for completion of the course.
 - NOTE: The Sponsor may not be related to the Trainee, nor can the Sponsor be the unit testing officer. The Sponsor may be the unit commander or any other senior member in the home unit.
- TF4: Proof of encampment completion
 - Certificate of Completion or other CAP record indicating graduation, not simply attendance.
- TF5: Proof of grade
 - Every Trainee must advance by at least one achievement between March 2003 and June 2003. Provide proof of grade and proof of date of last promotion.
 - CAPF 50
- TF6: Proof of Ranger School completion
 - Certificate of Completion, Ranger Grade Certification (dated), Hawk Mountain Ranger School Participation Letter, etc.
- TF7: Trainee biography
 - Completion of this form allows the staff to evaluate the Trainee's abilities, experiences, and personality prior to the start of training.
- TF8: Photocopies of all current certifications
- TF9: Participation Fee: \$30
 - This fee will pay for Student Package 1 which includes all training materials and homework assignments necessary to begin training.
 - Please include a check payable to:

Pennsylvania Wing, Civil Air Patrol

VII. The Importance of Hawk Mountain Ranger Staff Cadets

Ever since our inception in 1956 the Hawk Mountain Ranger School has lead the way in many various aspects of the Civil Air Patrol. A unique aspect of our program is the Ranger Staff Cadet Training Program. Since the 1960's Pennsylvania Wing Civil Air Patrol cadets have endured intense training to become leaders and teachers. Ranger Staff Cadets are responsible for much of the activity at Hawk Mountain serving in almost every available position from Cadet Echelon staff to Communications and Training to Team Commanders. Unlike most CAP schools, cadets are trained to function as leaders, instructors, mentors, and counselors. While our primary mission remains the teaching of ground search and rescue to our students, the Ranger Staff Cadet program is the heart of Hawk Mountain. A Hawk Mountain Ranger Staff cadet demonstrates the ideals of the CAP cadet program.

As staff, search and rescue is a tool we use to help students learn about themselves and realize goals. Our program is not elitist; we will accept anyone who is willing to work hard, remain dedicated, and uphold the high standards of Hawk Mountain. It is our goal to help students reach new levels of confidence, pride and professionalism in the face of adversity. Ranger Staff Cadets ensure that this happens through leadership by example.

In addition to our tremendous Cadet Staff Program, we have been the model for many of the search and rescue programs throughout the country. When CAP National Headquarters introduced the new Emergency Services Curriculum Plan, Hawk Mountain contributed information that was distributed nationally. When the curriculum was released, we embraced it as the standard by which we would train our staff and our students.

As we make history again with the introduction of the Distance Learning Section we hope that you will join us in making it as successful as our past achievements.

